



National
Aeronautics and
Space
Administration

Letter of Contract Administration Delegation, General

1. NASA CONTROL NO.

2. RECEIVING OFFICE CONTROL NO.

3. TO:

4. FROM:

5. PRIME CONTRACTOR OR SUBCONTRACTOR AND PLACE OF
PERFORMANCE

6. CONTRACT NO. AND DATE

7. FACE VALUE

8. CONTRACT TYPE

9. COMPLETION DATE

10. CONTRACT END ITEM OR SERVICE *(Describe briefly)*

11. You are hereby authorized to act as my representative in the administration of this contract. The functions delegated to you for administration are indicated in paragraph 16.
12. You are further authorized, within the limits of the contract, to redelegate the functions delegated to you by par. 11 above, unless redelegation authority is specifically withheld. Redelegation of functions to be performed on NASA installations, or NASA-controlled launch sites, will be directed to the NASA Procurement Office of the installation concerned. Should you desire that the redelegated functions be performed by other than the NASA Procurement Office receiving the delegation, your letter of redelegation shall so state.
13. The Production Surveillance category requested is _____. (Use only for delegations to D.O.D.)
14. You are requested to provide the NASA Contracting Officer with copies of all communications relating to the administration of this contract that you consider significant. This specifically includes detailed information on the resolution and disposition status of DCAA audit findings and recommendations on NASA prime contracts and subcontracts.
15. The following functional delegations apply. (Special requirements may be identified in the applicable functional delegation in the "additional requirements" section. Complete and attach the Forms that apply).

NASA Form 1430a Contract Administration

(Clicking on the form name will open the form on a pc or download the form on a Macintosh.)

NASA Form 1430b Safety and Mission Assurance

NASA Form 1430c Property Administration

NASA Form 1430d Plant Clearance

16. Please acknowledge acceptance of this delegation by returning two signed copies of NASA Form 1431(attached) to the NASA Contracting Officer within 5 days of receipt.

17. TYPED NAME OF CONTRACTING OFFICER

18. SIGNATURE OF CONTRACTING OFFICER

19. DATE SIGNED

20. NASA PERSONNEL TO CONTACT WHEN NECESSARY